

CONTRACT

BETWEEN

ACS

A Joint Venture of CSC, DynCorp and GP

Arnold Air Force Base, Tennessee

AND

**Local No. 46
International Guards Union
of America
Tullahoma, Tennessee**

Duration 23 April 1996 - 23 April 2002

(Amended 21 May 1997 and 20 October 1997)

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CONTRACT

This contract is made and entered into by and between ACS (herein referred to as the Company) and Local No. 46, International Guards Union of America (herein referred to as the Union).

ARTICLE I INTRODUCTION

Section 1. Purpose. The purpose of this contract is to set forth the complete agreement between the Company and the Union as to the rates of pay, hours of work, and other conditions of employment to be observed by the parties, except as it may be amended hereafter by written mutual agreement of the parties.

This Agreement contains all the conditions agreed upon and effective between the Company and the Union, and supersedes all previous agreements, collectively or individually, between the Company and the Union. No agent or representative of either party has the authority individually to alter or to modify the Agreement. Any modification of the Agreement shall be made only by the mutual consent of both parties in writing.

Section 2. Duration. Except as it may be amended hereafter by written mutual agreement of the parties this Contract shall become effective with the third or night shift, 23 April 1996 and shall continue in effect until 10:30 p.m., 23 April 2002, and shall automatically be renewed thereafter from year to year unless either party notifies the other in writing sixty (60) days prior to the expiration date that it desires to terminate or modify the provisions of the contract, provided that if the Company shall cease performance of its

ARTICLE I

contract at Arnold Engineering Development Center, this Contract shall automatically terminate and the rights and obligations of both the Union and the Company hereunder shall automatically cease, except with reference to those employees covered herein who shall remain in the employ of the Company for the purpose of performing work arising from the termination provisions of the Company's agreement with the United States Air Force, and as to such employees, this Contract shall continue in effect until termination of employment of such employees.

Section 3. Contract Renegotiation. Either party desiring to terminate or modify the provisions of the Contract shall give written notice to the other party at least sixty (60) days prior to the expiration of the Contract, and negotiation meetings will be held during said sixty (60) day period. If no agreement is reached during the sixty (60) day period, it is agreed that the Union or the Company may request the services of the Federal Mediation and Conciliation Service for possible solution.

Section 4. Legal Application. Should any provision of this Agreement or any application thereof become unlawful by virtue of any federal or state law, or Executive Order of the President, or Governor of the State, or final adjudication of any court of competent jurisdiction, the provision, or application of such provision, of this Agreement shall be modified by the parties hereto to comply with the law, but in all other respects, the provisions, and applications of provisions, of this Agreement shall continue in full force and effect for the life thereof.

Section 5. Equal Employment Opportunity. The Company and the Union agree to provide equal employment opportunity and affirmative action. The Company and the

Union will comply with Executive Order 11246 and Title VII of the Civil Rights Act and will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, sex, age, veteran status, or presence of a disability or handicap in connection with employment, demotion, upgrading, promotion or transfer, recruitment or recruitment advertising, rates of pay or other forms of compensation, selection for training including apprenticeship, and layoff or termination.

Section 6. Protective Security. The Union and the Company agree that they will do their utmost to protect the security of classified information and will not reveal such information to any person not specifically cleared for such information by the United States Government and not specifically identified for access to that information on a need to know basis. No person will be cleared for such information except where the information is necessary for performance of work desired by the United States Government. It is recognized that the Company has agreed not to employ any person designated by the United States Government whose employment is considered prejudicial to the Government and to remove from work and exclude from the Arnold Engineering Development Center any person whose continued employment is deemed by the United States Government to be prejudicial to the United States Government. Furthermore, all members of the Union, the Company and all employees of the Company are required to comply with all protective security regulations now in effect or as may be promulgated by the United States Air Force. The Arbitrator provided for in Article III, Section 5 of this Contract shall not make any decisions that conflict with security regulations adopted by the United States Air Force.

ARTICLE I

Section 7. Proprietary Information. The Union and the Company agree that they will do their utmost to protect proprietary information. This includes company management information which, if released, could have adverse impact in the Company's competition for contracts.

Section 8. Continuity of Operations. There will be no strikes, lockouts, or work stoppages of any nature. The Union guarantees to support the Company fully in maintaining operations in every way. Participation of any Company employee or employees in an act violating this provision in any manner will constitute cause for immediate discharge by the Company.

If it is contended that the discharged employee did not violate this Article of the Contract, the Union may, within two (2) days after the employee is discharged, contest the discharge by filing a grievance initially in the third step of the grievance procedure. The grievance shall also be subject to arbitration in accordance with Article III, Section 5.

Section 9. Labor and Management Commitment. The parties recognize the changing work environment and the need to mutually respond and take advantage of the opportunities offered by the changing operating conditions. In view of this, the parties are committed to work with an employee involved work system and maintain an environment of trust and respect throughout the continual use of this nontraditional approach to labor contract administration. To ensure continuous cooperation and teamwork, the parties agree to meet on a regular and frequent basis to address and deal with any topics, including contract provisions, that may arise.

ARTICLE II

Section 10. Gender Neutral. Whenever the masculine gender is used in this agreement, it shall also refer to the feminine gender.

ARTICLE II RECOGNITION

Section 1. Company Recognition. The Union recognizes that the Company shall exercise exclusive management of the Security services of the Company at the Arnold Engineering Development Center, Arnold Air Force Base, Tennessee, and the Company shall have the exclusive right to select, assign, and direct the working forces, including the right to determine job content and qualifications of employees to perform work, and the right to adopt and enforce reasonable rules and regulations for efficient operations, provided that the Union rights set forth in this contract, including the use of the grievance procedure and arbitration, shall not be abridged, curtailed, or modified by this section.

This Contract defines the workday, workweek, rest days, and regular work schedules, and the manner in which these affect payments made to employees. Nothing in the Contract shall be construed as a guarantee or a limitation of hours worked, nor as a restriction on the Company in adjusting the working schedule.

Section 2. Union Recognition. The Company recognizes the Union as the exclusive Bargaining Agent with respect to rates of pay, wages, hours and other conditions of employment for all hourly paid Security Police employed by the Company at the Arnold Engineering Development Center, Arnold Air Force Base, Tennessee, excluding Secu-

ARTICLE II

rity Police Sergeants and all other employees. Augmentees (the utilization of whom are described in Article XI, Section 2) are also excluded from bargaining unit representation.

Section 3. Definition of Employees. The term "employee" as used herein will mean any person represented by the Union as described in Section 2 of this Article.

Casual employees may be used, subject to the guidelines set forth in Appendix A. Temporary employees may also be hired. A temporary appointment will not continue beyond ninety (90) consecutive days without a break in service, unless agreed to by the Business Agent. Temporary openings will first be offered to casuals.

Casual employees must meet and maintain the minimum requirements that are placed upon regular Security Police personnel. The pool of casual employees shall be ten (10).

The Company will have the right at all times to staff the pool of intermittent employees with individuals who fully meet the Company's call-in requirements.

Casual and temporary employees shall be paid the minimum new hire rate and will not be entitled to receive any paid absences, holidays, or fringe benefits under this Agreement.

Regular employees will be given preference for overtime consideration of hours which would be overtime for both the temporary or casual employee and the regular employee (but this priority consideration does not extend beyond a total of twelve (12) continuous hours of work unless both

have worked twelve (12) hours.) casual employment will first be offered to Security Police in layoff status without loss of recall rights. Employees in layoff status who refuse casual employment will retain their recall rights. No current active employee will be laid off to accommodate intermittent people.

Section 4. Union Officers and Committees. The Company agrees to recognize three (3) properly certified Union stewards for the purpose of representing employees in the grievance procedure. The Company also agrees to recognize a Union Grievance Committee, not to exceed two (2) members, including the Business Agent. The Union Grievance Committee will function in the adjustment of a grievance in Step Three (3) described in Article III, Section 2. The Union shall notify the Company in writing of any changes of the Stewards, Union officials or committee members.

Employees who are officers in the Union, stewards or Union committee members will not engage in Union activities during working time except when properly authorized by supervision.

Section 5. Antidiscrimination. There shall be no discrimination, interference, restraint, intimidation, or coercion against any employee because of membership or nonmembership in the Union by the Company, and the Union likewise agrees that there shall be no discrimination, interference, intimidation, or coercion against any employees by the Union or by any of its agents due to membership or nonmembership in the Union.

Section 6. Checkoff of Union Membership Dues. Upon receipt of written authorization from an employee on Form

ARTICLE III

GC-3, the Company will deduct Union membership dues monthly from the wages of each employee. Such dues will be deducted on the last pay day of each month. The Company will remit such Union dues to the proper official designated by the Union. It is understood that any authorization for payroll deduction shall be voluntary on the part of the employee, and may be cancelled by the employee within a fifteen (15) day period immediately preceding 1 June of each year by written notification to the Company with a copy to the Union.

There shall be no solicitation for membership or collection of dues on Company time.

Section 7. Commitment To Continuous Improvements.

The parties agree that joint committees that foster employee participation are permissible under this agreement. It is not the Company's intent that any jobs will be lost as a result of productivity improvements, but in the event that layoffs are necessary, they will be governed by Article IV, Section 5 of this agreement.

ARTICLE III

GRIEVANCE AND ARBITRATION PROCEDURE

Section 1. Discussion. Any employee shall discuss with the employee's immediate supervisor any minor matter which the employee feels requires adjustment. This discussion must occur prior to the processing of a grievance.

Section 2. Grievance Procedure. Any grievance arising under the terms of this Contract or an alleged violation thereof shall be handled in the following manner:

ARTICLE III

- Step 1. The employee, who may be accompanied at his discretion by a Steward, shall first take up the grievance with the Security Police Operations Officer. Any grievance not presented within seven (7) working days after the action of the Company giving rise to the grievance shall not thereafter be considered. Upon receipt of the first-step grievance, the Security Police Operations Officer will be allowed a maximum of five (5) working days to resolve the grievance. Any such first-step grievance not answered by the Security Police Operations Officer at the end of five (5) working days following its filing at the first-step will be considered denied and the Steward may thereafter refer the grievance to Step 2.
- Step 2. If processed to this step, the grievance will be reduced to writing on a form mutually agreeable to the Company and the Union and submitted by the Union to the Security Police Chief who will hold a hearing within five (5) days after receipt of the form with the aggrieved employee or employees and the Business Agent. An answer will be given in writing to the Union within five (5) days after the hearing. Failing satisfactory adjustment, the matter may be referred to Step 3.
- Step 3. If processed to this step, the grievance will be referred to the Labor Relations Administrator for a final hearing and possible settlement by designated Company representatives and the Union grievance committee. A hearing will be held within seven (7) days after requested. An answer will be given in writing addressed to the Busi-

ARTICLE III

ness Agent within fifteen (15) days after the hearing. If no agreement is reached and the matter is subject to arbitration, it may be referred in accordance with Section 5 of this Article.

It is understood that the provisions of the Labor-Management Relations Act shall be applicable to the above-described grievance procedure.

Section 3. Time Limits. Any grievance not taken up with supervision within seven (7) days after the occurrence of the incident complained of cannot be processed through the grievance procedure. A grievance will be considered settled if the decision of the Company is not appealed to the next higher step in the above procedure within seven (7) days after a decision has been rendered by the Company. All time limits noted in this Article are exclusive of Saturdays, Sundays, and holidays. Extensions may be made by mutual agreement.

On grievances involving monetary items, time limits do not begin until checks covering said alleged violations are received by the employee.

The Union's failure to carry a grievance from one step to another or to arbitration shall be without prejudice to its right to process the same subject matter, although not the very same case, in another grievance.

In the event an employee is to be discharged for cause, the Company will notify the Union Business Agent or the Business Agent's designee if the Business Agent is not readily available. If the employee does not agree, then the employee may within five (5) days file a grievance in the third step of the grievance procedure.

Section 4. Pay for Grievance Time. Stewards and employees who are members of the Union Grievance Committee may assist in the settling of grievances under this Article, without loss of pay, provided they arrange with their supervisor to leave work for the purpose of handling a grievance.

For night shift employees, grievance hearings shall be scheduled during their regular working hours. Members of the Union Grievance Committee will not receive pay for attending grievance hearings held at times other than during their regular working hours.

With proper approval (Human Resources Department), members of the grievance committee will be able to meet on the clock without loss of pay in order to assist in the settling of grievances after the third step.

Section 5. Arbitration Procedure. Any controversy which has not been satisfactorily adjusted under the grievance procedure and which involves:

- a. the discharge or suspension of an employee, or
- b. the interpretation or application of the provisions of this Contract, or
- c. an alleged violation of the Contract

may be submitted for settlement to an arbitrator within 15 working days after the final action taken under the third step of the grievance procedure. The parties will request a list of no less than seven (7) arbitrators from the AAA for each arbitration case. The parties will alternate striking names from the list until one arbitrator's name is left. This will be the arbitrator for the case.

ARTICLE IV

Each party shall bear its respective expenses, and the expenses incident to the services of the arbitrator shall be borne equally by the company and the union. The arbitrator shall be requested by the parties to render a decision within fifteen (15) days after the arbitration hearing or receipt of briefs, whichever is later. The decision of the arbitrator shall be final and binding on both parties.

The Arbitrator shall not have the power to add to, disregard, or modify any of the terms of this Contract or to base a decision on any past practice which is inconsistent with the provision of this agreement.

ARTICLE IV SENIORITY

Section 1. Seniority Classifications. The seniority of each employee is the employee's relative position with respect to other employees within the employee's classification.

Employees hired, rehired or transferred into the Bargaining Unit on the same date will be regarded as having the greater seniority according to the reporting time indicated on the offer of employment letter.

Section 2. Loss of Seniority. Seniority shall be lost by an employee under the following circumstances:

- a. When the employee is discharged by the Company, unless later reinstated under the grievance procedure.
- b. When the employee quits the service of the Company upon the employee's own volition.
- c. When laid off for a period exceeding thirty-six (36) months without being recalled.

- d. When an employee overstays the employee's authorized leave of absence without notifying the Company and receiving an extension of time.
- e. When an employee does not properly report when recalled from layoff, as set forth in Section 6 of this Article.
- f. Three (3) months after the employee is promoted or transferred out of the Bargaining Unit.

Section 3. Probationary Employees. A new regular employee shall be considered a probationary employee for the first three (3) calendar months of employment in a single seniority group (the three months of service must be consecutive). At the end of this period, if the employee is retained, the employee's name shall be placed on the seniority list. The employee's seniority shall start from the last date of hire.

Probationary employees are subject to work eight (8) hours, exclusive of a thirty (30) minute lunch period during their initial proficiency training. Normally the minimum training period will be eighty (80) hours and the employees may be assigned to work any of the established shifts during this period.

In the event of discharge of a probationary employee, the Business Agent shall be notified of the reason for said discharge.

The termination of employment of an employee during the probationary period shall not be subject to the grievance procedure.

ARTICLE IV

Section 4. Seniority List. The Company agrees to compile and furnish, at three (3) month intervals to the Union, copies of a seniority list showing the seniority of each employee in the bargaining unit. Employees shall have fifteen (15) days following the posting of the seniority list, or following return from leave or vacation, to raise objections as to the correctness of the list.

Section 5. Layoffs. When decreasing the work force, probationary employees shall be the first to be laid off from the affected seniority group. When it becomes necessary to layoff employees, Security Protection Branch will be consolidated into one seniority group and the employees with the least seniority shall be laid off first.

If the number of employees in the lead classification is reduced, the affected employee(s) would have the right to return to the Security Police Classification, provided his seniority exceeds that of an employee in the classification and he meets the necessary qualifications to perform the work.

Section 6. Recalling. Recalling shall be in reverse order of layoff subject to satisfactory qualifications to perform the work.

Supervisors will not be demoted to a Security Police position when there are Security Police with rights under this Article to be recalled.

Employees being recalled shall be notified by registered mail, return receipt requested, mailed to the last address on record in the Company's files. A copy of the recall notice will be sent to the Union. If the Company does not receive a reply from the employee to said letter within six (6) days from the date of its delivery, as shown on the registered mail receipt, in which the employee agrees to report for

work within two (2) calendar weeks after the employee has received said notification, or if the Post Office returns said letter to the Company because the addressee has moved, or the employee does not report for work on the date the employee agreed to report as provided in this section, the employee will be considered to have forfeited all recall rights, unless these time limits are extended by the Company. In case of an emergency, the Company may temporarily fill any vacancy. Laid off employees who are offered jobs of less than forty-five (45) calendar days duration by the Company will not lose their seniority if they do not accept the offer. Qualified employees may be hired while laid off employees are being recalled.

Section 7. Seniority During Absences. Employees will continue to accumulate seniority when absent due to occupational illness, occupational accident, or personal illness of a continuous period of thirty-six (36) months. Seniority will also be accumulated during leaves of absence granted in accordance with Article XI, Section 10 of this Contract, and for approved leaves of absence for other personal reasons not in excess of thirty (30) days.

Section 8. Bids for Shifts and Scheduled Days Off. On the second Monday in January and the second Monday in July and any time a change in a work slot or scheduled rest day is projected to exceed 30 calendar days, the Company will post a work schedule indicating the shifts and rest days available for assignment. During this process, the Company reserves the right to move employees from one work shift to another one based on seniority of employees assigned to each shift to meet operational requirements. A seniority list will be posted with the work schedule.

Assignments to sections, shifts, and scheduled rest days shall be in order of seniority. The senior one-third (1/3) shall have the first four (4) days to make their selection.

ARTICLE IV

The next senior one-third (1/3) of the Security Police employees shall have the next four (4) days to make their selection. The least senior one-third (1/3) Security Police employees shall have the last four (4) days to exercise their bid selection. Employees not bidding within their time allotment shall forfeit their bid unless on an approved absence. Such employees shall make their bid known to their shift steward or some other union official who will post their bid for them. At the end of the twelve (12) day bid period, the new work schedule shall become effective within two (2) weeks after the close of the bidding period.

The Business Agent will have the first bid for shift choice, but seniority will govern for choice of days off. If the Business Agent vacates his position, his bid will be in accordance with his seniority. However, the office of Business Agent has no affect on seniority in the event of layoff.

Bids for shifts and scheduled days off for lead personnel will continue to be determined by seniority but management reserves the right to determine work assignments on each shift.

In the event a boat patrol is implemented, assignment to the boat patrol requiring qualifications will be made by the Chief of Security Police without regard to seniority or shift bidding procedures. Personnel so assigned shall remain on their current work shift for these workdays when not assigned to the boat patrol. Their rest days and workdays may be changed without regard to their bid preference.

ARTICLE V HOURS OF WORK AND OVERTIME

Section 1. Definitions.

- a. The Company-established workweek for all employees shall be a seven (7) day period beginning with the

earliest posted, regular starting time of the calendar Sunday night shift.

- b. An employee's workweek shall consist of five (5) days of work (eight (8) consecutive hours each day) and two (2) rest days within the established workweek. The employee's rest days must be consecutive (except when the employee voluntarily changes shifts) but may fall in two (2) different workweeks.
- c. An employee's work schedule is the days and hours an employee is scheduled to work within the employee's established workweek, in accordance with Section 3 of this Article.
- d. The workday for all employees is a period of twenty-four (24) consecutive hours starting at the time the employee is scheduled to begin work on the first workshift in the established workweek. Each succeeding workday is a twenty-four (24) hour period.
- e. Rest days are those days on which an employee is scheduled off during the established workweek. The two (2) rest days may fall on any days and in different established workweeks, but will be consecutive.
- f. The employee's straight-time rate is the rate of pay per hour exclusive of shift differential, overtime premium, and other forms of remuneration. The regular rate is the rate of pay per hour including applicable shift differential, but excluding overtime premium and other forms of remuneration.

Section 2. Normal Hours.

- a. The day shift shall consist of five (5) days of eight (8) consecutive hours with start times beginning as early as 5:00 a.m. and as late as 7:00 a.m.

ARTICLE V

- b. The second and afternoon shift shall consist of five (5) days of eight (8) consecutive hours with start times beginning as early as 1:00 p.m. and as late as 3:00 p.m.
- c. The third or night shift shall consist of five (5) days of eight (8) consecutive hours with start times beginning as early as 9:00 p.m. and as late as 11:00 p.m.
- d. If a two shift (12 hours each) operation is implemented, the start time for the day shift shall begin as early as 5:00 a.m. and as late as 7:00 a.m. The start time for the night shift shall begin as early as 5:00 p.m. and 7:00 p.m.
- e. Shifts are identified in accordance with hourly starting time and not by days of the week.
- f. Changes in the normal number of hours per day or per week may be made by mutual agreement of the Company and the Union.
- g. It is understood that all shifts will be posted in accordance with Section 3 (a).

Section 3. Work Schedules.

- a. An employee's regular work schedule is the employee's five (5) scheduled workdays within the established workweek, such schedule to be determined by the Company and posted at least by the end of the shift on Friday of the previous week.

Employees may be assigned to a new regular work schedule without the payment of premium pay pro-

vided the new regular work schedule is properly posted and a minimum of sixteen (16) hours will elapse between the end of their last work shift in one workweek and the beginning of their first work shift in the following workweek.

Employees receiving less than the sixteen (16) hours rest period will be paid at time and one-half (1-1/2) their regular rate for those hours worked within this sixteen (16) hour period (except when an employee exercises his or her shift preference in accordance with Article IV, Section 8).

- b. A minimum of sixteen (16) hours notice in advance of the beginning of the new work shift shall be given employees of any change in the posted hours. An employee who has not received sixteen (16) hours notice in advance of any shift change will be paid time and one-half (1-1/2) for the first eight (8) hours of such change (except when the employee voluntarily changes shifts).
- c. When Saturday is a workday with a regular work schedule, it will be disregarded for overtime purposes, and for such purposes the first rest day within the established workweek shall be considered to be Saturday. When Sunday is a workday within a regular work schedule, it will be disregarded for overtime purposes, and for such purposes the second rest day within the established workweek shall be considered to be Sunday.
- d. All absences with pay shall be counted as time worked for overtime considerations.
- e. Employees may trade shifts or days off with the prior approval of the Operations Officer or Chief, Security

ARTICLE V

Police for a period not to exceed two (2) weeks, provided that no overtime is created by the exchange of shifts or days off. In the event the two (2) week period is to be exceeded there must be mutual agreement between the Chief, Security Police and the Business Agent before such an exchange is made.

Section 4. Reporting for Work. Any employee who properly reports for work on his or her regular shift and is sent home because of lack of work shall receive a minimum of four (4) hours pay at the employee's regular hourly rate, unless the employee has been previously notified not to report to work, at least twelve (12) hours prior to the employee's next regular reporting time. The first employees to be relieved of duty will be casuals and temporaries, followed by probationary employees, and then the least senior employees on duty.

Section 5. Lost Time. The Company will use one-tenth (1/10) of an hour (six (6) minutes) as a unit in computing tardiness. If an employee clocks "in" from one (1) to six (6) minutes late, the employee will lose one-tenth (1/10) of an hour (six (6) minutes). For tardiness beyond six (6) minutes, the regular procedure for computing time in multiples of six (6) minute intervals will apply. Employees leaving the job early will be considered tardy on the same basis as if they reported to work late. Employees shall not be required to work during the period used in computing tardiness. The foregoing shall not be considered as a limitation on the right of the Company to take disciplinary action for repeated or unexcused tardiness.

Section 6. Pyramiding of Overtime. The allowance of overtime premium payment of an hour for which an employee receives compensation eliminates that hour for

consideration for overtime premium payment on any other basis. If time worked falls under two (2) or more overtime-premium pay classifications, the higher rate shall prevail.

Section 7. Assigning and Posting Overtime. The Company will make up and maintain an overtime chart which will be posted on the bulletin board in the Security Police Operations room for examination by the employees.

The Company will offer overtime to employees as equally as practicable. Whenever it becomes necessary to work overtime, in so far as it is practical to do so without reducing the efficiency of the operations, such overtime work will be divided as equally as is possible among employees; provided, however, that in so dividing such overtime the Company may make allowances for the performance of particular types of work. It is understood that an overtime assignment resulting from an administrative oversight with the same employee of 3 hours or more within 30 days may be subject to the grievance procedure. Other oversights may be addressed by discussing such a matter with the Operations Officer and/or Chief, Security Police. Emergency call-in will not be subject to the grievance procedure when response time is limited. When an employee refuses to accept the offered overtime, the employee will be charged with the actual overtime hours worked by the employee who accepts. If all members of the shift refuse the offered overtime, the overtime will be assigned to the employee with the least credited overtime hours.

Lead Security Police personnel may work overtime normally performed by employees in the Security Police classification only after it has been offered and refused by all Security Police personnel.

ARTICLE V

A new employee at the end of the employee's probationary period, or a recalled employee, shall be charged with the same amount of overtime hours as the highest employee on the employee's shift.

When an employee changes shifts permanently, the employee will be placed in his same relative position (same differential of hours) to the high employee on the new shift as the employee was on the previous shift. This does not apply to employees covered in Section 3, paragraph (e) of this Article.

An employee who is absent because of illness or disability will not be offered overtime until the employee returns to work. In all other instances of excused absences, with or without pay, the employee will be eligible for overtime, under the normal provisions, anytime on the next day following his excused absence. An employee will be placed in the relative position to the high employee (the same differential of hours) on the overtime record as he held prior to his absence, provided the absence was more than three (3) consecutive work days. An employee who incurs a limitation because of an illness or disability which prohibits overtime assignment will not be offered overtime during such restriction and will when able to work overtime be placed in the same relative position to the high employee (differential of hours) on the shift overtime record as the employee held prior to becoming ill or disabled. The determination as to whether an employee with a restriction can or cannot accomplish a particular overtime assignment shall be made by supervision.

Section 8. Offsetting Overtime. An employee shall not be required to take time off from the employee's regular work schedule in order to offset overtime previously worked.

Section 9. Time and One-Half. Overtime at the rate of one and one-half (1-1/2) times the regular rate of pay shall be paid as follows:

- a. For hours worked in excess of forty (40) in the established workweek, or
- b. For the 9th, 10th, 11th, or 12th hours worked in the workday, or
- c. For the first twelve (12) hours worked on the first rest days within the established workweek.

Section 10. Double Time. Overtime at the rate of two (2) times the regular rate of pay shall be paid as following:

- (a) For all continuous hours worked in excess of twelve (12).
- (b) For all work performed on the employee's second rest day in the established workweek.

Section 11. Call-In. An employee who is notified by the Company to report for work outside of the employee's regular shift shall receive not less than the equivalent of three (3) hours pay at one and one-half (1-1/2) times the employee's regular rate for such call-in. In emergency situations where an employee who has already reported to work and has not clocked in but is subsequently asked to by supervision, the employee will be paid for time worked at one and one-half (1-1/2) times the regular rate of pay. The three (3) hour guarantee is not applicable under the following conditions:

- a. An employee is notified prior to the end of the employee's previous work shift of an early starting time on the next work shift.

ARTICLE VI

- b. In those instances in which an employee, having been contacted and notified to report to work at a specified time outside the employee's regular shift, does not report at the specified time.

Employees will not be required to clock out during a call-in period of 4 hours or less, immediately prior to the beginning of their shift.

ARTICLE VI EMPLOYEE BENEFITS

Section 1. Voting Time. An employee who is unable to vote before or after the employee's regularly scheduled work period will be allowed sufficient time with pay, not to exceed three (3) hours, for exercising the employee's franchise to vote in local, county, state, and federal elections, provided such employee presents evidence indicating eligibility to vote to the employee's supervisor. Payment will be made at the employee's basic rate exclusive of shift premium. Employees may leave work to vote only as necessary to allow the following number of hours between the time they leave AEDC and the time their polling place closes: two (2) hours if the distance between AEDC and the employee's polling place is 40 miles or less; two and one-half (2-1/2) hours if 41 to 54 miles; and three (3) hours if the distance is 55 miles or more. When the employee's work day begins three (3) hours after the polls open, or ends three (3) hours before the polls close, time off for voting is not allowed.

Section 2. Jury Duty. Upon receiving a summons to report for jury duty, an employee shall on the next day he is engaged in his employment exhibit the summons to his immediate supervisor and the employee shall thereupon be

excused from his employment for the day or days required of him while serving as a juror in any court of the United States or the State of Tennessee; provided, that such employee's responsibility for jury duty exceeds three hours during the day for which excuse is sought. If the jury service of the employee does not exceed three hours, he is not entitled to an excused absence for the remainder of the day; however, he may return to work or use vacation for the rest of the shift. Payment shall be the difference between the normal straight-time earnings and the fees received from the court for the length of time of the jury service time, provided the employee submits evidence of the total amount received from the court. Only the number of days actually spent in court are to be counted in calculating payment.

Section 3. Funeral Leave. An employee shall be granted an excused absence for the purpose of attending the funeral of a member of the employee's immediate family and will be paid the employee's straight-time rate for no less than two (2) and up to three (3) regularly scheduled workdays. Payment for such absences will be limited to the period beginning with the day of death and ending with the day following the funeral, except when it is necessary to extend the length in order to meet the rule of two consecutive work days.

For the purpose of this section, the term "a member of the employee's immediate family" shall be defined as the following: spouse, children, brothers, sisters, parents, step-parents, foster parents, parents-in-law, grandparents, grandchildren, and step-children of the employee.

Section 4. Holidays. The following holidays will be considered as paid holidays:

ARTICLE VI

New Year's Day	Thanksgiving Day
Memorial Day	Day after Thanksgiving
Independence Day	Christmas Day
Labor Day	4 additional Christmas holidays

Employees will be allowed to take vacation or leave without pay for any scheduled work days during the Christmas shutdown, if not needed for duty. The Christmas holidays will be set by the Company at least sixty (60) days in advance, and the five (5) paid Christmas holidays will be consecutive.

When a recognized holiday falls upon an employee's first scheduled rest day, the scheduled workday immediately preceding shall be observed as the employee's holiday; when a holiday falls upon the employee's second scheduled rest day, the next succeeding scheduled workday shall be observed as the employee's holiday.

An employee's holiday will be the twenty-four (24) hour period beginning at the time the employee is scheduled to begin work on the employee's work shift which starts during the calendar holiday.

Pay at the rate of one and one-half (1-1/2) times the regular rate of pay, in addition to holiday pay, will be paid for the first eight (8) hours worked on holidays. Any hours worked in excess of eight (8) will be paid at the rate of two (2) times the regular rate of pay, exclusive of any holiday pay.

Eight (8) hours pay at straight-time shall be given to all employees who are normally scheduled to work on holidays but who are not permitted to work by the Company.

Any employee required to work less than eight (8) hours on any holiday shall receive one and one-half (1-1/2) times the

employee's regular rate of pay for all time worked in addition to eight (8) hours pay at straight-time.

An employee receiving holiday pay is not eligible for sick leave pay on that day.

If a designated holiday occurs during an employee's vacation, the employee may charge vacation leave for that day and receive both holiday and vacation pay, or the employee may take the day as a holiday and not charge the employee's vacation leave.

Section 5. Group Insurance. Effective 1 May 1996, the company will provide, and will continue to provide for the duration of this contract, to the IGUA employees, the same group benefits package that it provides to the salary (i.e., nonrepresented) employees, and this benefits package will include at a minimum the following plans: medical, dental, employee life insurance, accident death and dismemberment, long term disability and optional dependent life insurance.

The Company will continue to pay sixty-five percent (65%) of the premium cost and the employee will pay thirty-five percent (35%) of the premium cost, including the optional life insurance. The employee's group health and life insurance premiums will be administered under the premium conversion plan allowed by Section 125-B of the Internal Revenue Code, so long as this is not significantly changed by law or regulation.

Section 6. Severance Allowance. Eligible employees shall be paid a severance allowance when they are laid off because of a reduction in force (subject to the provisions of paragraph (b) of this Section), or when terminated for medical reasons, as approved by medical authority.

ARTICLE VI

- a. Severance allowance pay shall be paid to eligible employees in a lump sum, at straight-time rates, at the time of layoff or termination regardless of any other payments for which the employees are eligible. The amount of severance allowance to be paid to employees who are laid off or terminated for medical reasons shall be based upon the following schedule:

Severance Allowance Per Full Year of Service

Length of Service*	Employees Hired 31 May 1983 or before	Employees Hired After 31 May 1983
Under 1 year	No allowance	No allowance
1 year to less than than 2 year	40 hours pay	20 hours pay
2 years to less than 3 years	80 hours pay	40 hours pay
3 years to less than 4 years	120 hours pay	60 hours pay
4 years to less than 5 years	160 hours pay	80 hours pay
5 years to less than 6 years	200 hours pay	100 hours pay
6 years to less than 7 years	240 hours pay	120 hours pay
7 years to less than 8 years	280 hours pay	140 hours pay
8 years to less than 9 years	320 hours pay	160 hours pay
9 years to less than 10 years	360 hours pay	180 hours pay
10 years to less than 11 years	400 hours pay	200 hours pay
11 years to less than 12 years	440 hours pay	
12 years to less than 13 years	480 hours pay	
13 years or more	500 hours	

- * The most recent hire, rehire or recall date, including the date an employee voluntarily resigns as provided

for in the succeeding paragraph, will be used in determining the employee's length of service. For employees of the prior contractor, who were hired 1 January 1981 without a break in AEDC service, the date provided by the former contractor or 1 July 1974, whichever is later, will be used in determining the employee's length of service.

Employees shall not receive credit for Company service for leaves of absence of more than thirty (30) calendar days, for time spent in layoff or other separations from the payroll.

- b. If a succeeding contractor replaces the Company in its contract for any or all of the operation, maintenance and repair of the AEDC, the Company's employees reduced in force because of such action shall be required to sign a Company certificate, as required by the Government, stating that the employee has, or has not, accepted employment with the succeeding contractor, or that the employee will or will not enter into an agreement for subsequent employment by the succeeding contractor within one (1) year.

The employee will be paid severance allowance as provided in (a) above if the employee indicates on this certificate that the employee has not accepted, and will not within one (1) year accept, employment with the succeeding contractor.

If the employee indicates acceptance of employment, or plans to accept employment within one (1) year, with the succeeding contractor, the employee will not be paid any severance allowance by the Company.

ARTICLE VI

The Company will report to the Government the length of service of each employee through the employee's last date of employment with the Company. Such length of service will be credited to each employee so reported as agreed to between the Government and the succeeding contractor.

Section 7. Retirement Plan.

- a. Regular employees as of 31 May 1983 who elect early voluntary retirement at age sixty-two (62) through age sixty-four (64) shall receive a supplement of fifty (50) hours of pay for early retirement at their straight-time rate for each full year of service up to a maximum of six hundred (600) hours of pay as follows: If the employee retires at the end of the month in which the employee becomes sixty-two (62) years of age, the employee shall be paid one hundred percent (100%) of the employee's early retirement supplement pay. An employee who retires after that date but on or before the last day of the month in which the employee reaches age sixty-three (63) shall be paid sixty-six and two-thirds percent ($66\frac{2}{3}\%$) of the employee's early retirement supplement pay. An employee who retires after that date but on or before the last day of the month in which the employee becomes sixty-four (64) years of age shall be paid thirty-three and one-third percent ($33\frac{1}{3}\%$) of the employee's early retirement supplement pay. In order to be eligible to receive an Early Retirement Supplement, the employee must be vested in the Pension Plan prior to his retirement date.

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The most recent date of hire, rehire or recall shall be used in determining the length of service for early retirement supplement pay. For employees of the prior contractor, who were hired by the Company without a break in AEDC service, the service date, provided by the former contractor or 1 July 1974, whichever is later, will be used in determining the length of service.

Employees shall not receive credit for Company service for a leave of absence of more than thirty (30) calendar days, for time spent in layoff and other separations from the payroll. Employees who leave the Company to enter military service shall receive credit for prior Company service and military service as applicable to a veteran with reemployment rights.

- b. Employees who elect retirement shall submit a written notice of their election to the Manager, Human Resources, forty-five (45) days before their retirement date.
- c. Prior to any change in the Pension Plan, representatives of the company will meet with representatives of the Union to discuss such changes to ensure that the mutual best interest of the Company and the Union is protected.
- d. The Union may select a committee to make recommendations to the Pension Plan Administrative Committee.
- e. Employees hired or rehired after 31 May 1983 are not eligible for an early retirement supplement.

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It is agreed that any amounts paid as severance allowance pay to any employee by the Company or its predecessor contractor at AEDC shall be used as an offset and deducted from any and all amounts to which any employee may be entitled, now or hereafter, as early retirement supplement pay.

Section 8. Savings Plan. The Company shall make available to all eligible employees a Retirement Savings Plan. The benefits of this plan are described in the document “SSI Services, Inc., Employees' Retirement Savings Plan.”

The Company shall make contributions in accordance with the provisions of the Plan in behalf of each participant during the life of this Contract.

Prior to any change in the benefit provisions of the Retirement Savings Plans (401-K), representatives of the Company will meet with representatives of the Union to discuss such changes to ensure that the mutual best interest of the Company and the Union are protected.

Section 9. Disability Allowance.

- a. Each employee on the regular payroll as of 16 October 1985 who was a regular employee with the predecessor contractor shall be credited with 350 hours of disability allowance plus all accumulated nonoccupational disability allowance with the predecessor contractor and these employees shall accumulate disability allowance at the rate of eight (8) hours per month of service. New employees hired on a regular appointment on or before 1 October 1991, are given an initial balance of one hundred twenty (120) hours. However, they will not accrue any disability allowance until they have achieved one (1) year of seniority.

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- b. New employees hired on a regular appointment after 1 October 1991 will accrue 6-2/3 hours per month up to a maximum of 80 hours per year of service.
- c. Employees unable to work because of injury or sickness will be paid one hundred percent (100%) of their straight-time hourly rate of pay.
- d. An employee absent due to occupational illness or injury will be charged three (3) hours of disability allowance for each eight (8) hour period. The employee will receive one hundred percent (100%) of his straight-time hourly rates, offset by the amount of compensation received from the Workers' Compensation Insurance Carrier.
- e. When an employee retires or is terminated, all unused hours of disability allowance shall be used to increase the years of participation for pension benefits.
- f. After an employee has exhausted all payments for disability allowance and accrued vacation, the Company will pay one hundred percent (100%) of the insurance premium for the remainder of a six (6) month period, but not to exceed six (6) months as calculated from the date the disability began.

Section 10. Eligibility. Provided the "Conditions of Payment" outlined below are met, an employee will be eligible to receive disability payments if:

- a. Company service is equal to or in excess of three (3) months as determined by length of service with the Company (except for occupational injury or illness); and

ARTICLE VI

- b. The employee provides the Company with a doctor's certificate, subject to confirmation by a doctor selected by the Company, as proof that his absence was due to a legitimate disability; and
- c. The employee must report the absence and the cause of the absence to his immediate supervisor or an alternate representative designated by the Company prior to the beginning of the work shift of the employee, except for causes beyond his control.

Section 11. Conditions of Payment.

- a. Disability payments will not be made for:
 - 1. Any period of incapacity during which the employee is not under treatment by a licensed practicing physician; or
 - 2. Any disability caused directly or indirectly by war or riot; or
 - 3. Any intentionally self-inflicted injury;
 - 4. Any period of incapacity during which the employee is gainfully employed, including self-employed.
- b. To be eligible for the "three (3) hour provision" (see Section 9-d) and to be considered on occupational disability, the disability must arise out of and in the course of his or her employment; must not be purposely self-inflicted nor be a result of willful misconduct, willful violation of plant rules, or willful refusal to use safety appliances.
- c. Sick leave hours accumulated under this plan are to be utilized only for payments to employees whose

absences are due to disability or to cover circumstances of a member of the employee's immediate family totally dependent upon the employee for care or support that prevents the employee from working. Sick leave cannot be utilized for any other purpose or benefit (except as provided in Section 9(e) of this Article).

- d. The amount of payment shall be determined in accordance with the provisions of Sections 9 and 12 of this Article.
- e. Medical service appointments are valid for disability allowance payment in one half hour increments if scheduled so employees can report to work for a portion of the scheduled workshift. To be eligible for a medical service appointment disability allowance payment, an employee must arrange in advance with the supervisor to be off work, advising the appointment time and the portion of the scheduled workshift to be worked on the appointment day. Upon returning to work, employees are to present the supervisor with a statement from the medical service provider.

Section 12. Amount of Payment.

- a. Employees hired to regular appointments, on or before 1 October 1991, will be credited with sick leave at the rate of eight (8) hours per month of active employment. New employees hired on a regular appointment, after 1 October 1991, will be credited with sick leave at the rate of 6-2/3 hours per month of active employment. New employees will not be paid any sick leave for disability until after three (3) months of employment (except for occupational illness or injury).

**ARTICLE VII
VACATIONS**

Section 1. Definition. Company service is determined from either the hire date or rehire date. Hire date is the first date of employment with the Company plus the length of service with the predecessor AEDC contractor-employer adjusted to the anniversary date of employment with the predecessor employer. The rehire date is the date the employee returns to the company employment with a zero balance of service. Employees who leave the company to enter military service upon return receive credit for prior service with the Company and military service credit as applicable to a veteran with reemployment rights. Temporary employees without interruption between their temporary and regular service receive credit for service as a temporary employee. Employees receive no credit for service for a leave of absence of more than thirty (30) calendar days or for time spent in layoff or other separations from the payroll. Employees who resign or who are terminated for cause forfeit all of their service credit.

Section 2. Vacations. Employees shall receive vacations in accordance with their Company service.

- a. Employees will be provided paid vacations on the following basis:

Years of Company Service	Paid Vacation Per Year	Accrued Per Month
0 to less than 5	96 hours	8 hours
5 to less than 10	108 hours	9 hours
10 to less than 15	132 hours	11 hours
15 to less than 20	156 hours	13 hours
20 to less than 25	168 hours	14 hours
25 and Over	184 hours	15 1/3 hours

ARTICLE VII

- b. Employees hired after 1 October 1991 will be provided paid vacations on the following basis:

Years of Company Service	Paid Vacation Per Year	Accrued Per Month
0 to less than 5	80 hours	6 2/3 hours
5 to less than 10	92 hours	7 2/3 hours
10 to less than 15	116 hours	9 2/3 hours
15 to less than 20	140 hours	11 2/3 hours
20 to less than 25	152 hours	12 2/3 hours
25 and Over	160 hours	13 1/3 hours

- c. Vacation periods will be available for selection on the second Monday in January and the second Monday in July of each year. Employee vacation choices must be completed by the end of twelve (12) calendar days from the second Monday in January and by the end of twelve (12) calendar days from the second Monday in July. Vacation assignments will be posted by the Company on or before 15 February and 15 August, respectively. An employee, scheduled to be on vacation during the selection periods, must submit the desired vacation choice in writing to the supervisor of the employee prior to such vacation. Failure to do so will result in the forfeiture of the employee's choice of vacation period, and the employee will select from the periods still available upon the return to work of the employee.

In scheduling vacations, the Company will give preference as to dates in accordance with employee seniority and the operational requirements of the Company.

Any requested vacation must be approved by the Company before it is to start.

ARTICLE VII

Once the Company has approved a specific period of time as the vacation period for an employee, the Company may not alter or change such vacation period unless dictated by operational requirements.

Vacation hours not earned can only be advanced to the employee by special agreement with the Company and no employee will be allowed to schedule vacation until after three (3) months of employment.

The maximum carryover of vacations into a new calendar year is two hundred forty (240) hours.

When the number of vacation hours held by an employee exceeds the total maximum carryover allowed, the excess hours will not be lost provided:

1. The maximum was exceeded because of Company action or occupational or nonoccupational disability, and
 2. The excess is taken within the first sixty (60) calendar days of the employee's date of return to work.
- d. Vacation payment will be calculated on the basis of an employee's straight-time hourly rate, including applicable shift differential and the number of hours in the normal workweek.
 - e. If an employee who has completed the minimum eligibility requirements for a vacation retires, resigns, is laid off, is discharged, or dies, the employee or the employee's survivors will be paid a vacation allowance not to exceed two hundred forty (240) hours for any accrued vacation that may be due the employee.
 - f. An employee who is recalled following a layoff or reduction in force will be required to work three (3)

ARTICLE VII

months following the employee's recall before the employee is again eligible to take a vacation, but will accumulate vacation pay as provided in this Article.

- g. Absence of an employee on the employee's scheduled workday, immediately preceding or following the employee's vacation, may not be excused for any reason except unavoidable circumstances.
- h. Employees starting work the first (1st) through the fifteenth (15th) day of the month will be given credit for the full month, whereas, employees beginning their employment on the sixteenth (16th) day of the month, or any day thereafter, will be given no credit for that month. If termination of employment occurs the first (1st) through the fifteenth (15th) of the month, vacation time will be computed to the last day of the previous month. If termination occurs on the sixteenth (16th) day of the month or thereafter, the vacation time will be computed to the end of the month.

ARTICLE VIII WAGES

Section 1. Wages.

- a. Effective 2200 with the third or night shift, all basic hourly wage rates increase as follows:

Security Force Officer

Hire Date	4/22/98	4/22/99
	\$14.26	\$14.69

ARTICLE VIII

Lead Security Force Office

Effective 2200, November 1997, all basic hourly wage rates increase as follow

11/9/97	4/22/98	4/22/99
\$17.00	\$17.42	\$17.85

Security System Administrator Armory

\$17.00	\$17.42	\$17.85
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For all Employee hired after 1 June 1986.

	4/22/97	4/22/98	4/22/99
STEP 1	11.64	11.99	12.49
STEP 2	12.14	12.49	12.99
STEP 3	12.64	13.06	13.49

- b. Effective 2200 with the third or night shift, 22 April 2000 - 2001, the parties agree to reopen on or about 1 February 2000 - 2001, the provisions covering the wage schedule only, in which event the parties shall meet and negotiate with respect to wage rates only to become effective 22 April 2000 - 2001. Any agreement reached concerning wages shall be made retroactive to 22 April of the affected aforementioned contract year.
- c. Advancement from the first step to the second step requires a minimum of six months of seniority and a maximum of one year. Within these parameters, management determines the timing of the progression from step 1 to step 2. Progression to step 3 is one year from the date of progression to step 2.

- d. Casuals and temporaries will always be paid the first step rate of the new hire pay scale but will not receive any benefits.

Section 2. Shift Differential. A shift differential will be paid to employees based on their regular assigned shift as follows:

- a. Thirty-five cents (35c) per hour for employees with start times beginning as early as 11:00 a.m. and as late as 6:00 p.m.
- b. Forty-five cents (45c) per hour for employees with start times beginning as early as 6:00 p.m. and as late as 5:00 a.m.

Employees working overtime will receive the shift differential, if any, applicable to their regular assigned shift.

Section 3. Saturday and Sunday Premium Pay. Employees who are scheduled to work on Saturday or Sunday or both Saturday and Sunday as a part of their regular work schedule shall be paid an additional thirty cents (30c) per hour for such work performed on Saturday and an additional fifty cents (50c) per hour for such work performed on Sunday. The thirty cent (30c) additional Saturday pay and fifty cent (50c) additional Sunday pay shall not be considered in determining overtime payments nor shall they be applicable for employees who are working overtime on Saturday or Sunday.

Section 4. Demotion.

When an employee is demoted to a lower paying classification, either at his own request or when no other work is

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available that he can perform, he shall receive the rate of the lower classification as of the date of the demotion. It is also agreed and understood that in the event the job performance of an employee assigned to the Lead Security Police Classification is deemed unsatisfactory, he will be eligible to return to the Security Police Classification provided that he has previously held the position and there is no pending disciplinary action.

Section 5. Overtime Lunches. Any employee, upon the completion of ten (10) continuous hours of work, excluding the employee's regular lunch period, will be paid a meal allowance of two dollars and fifty cents (\$2.50). An additional meal allowance of two dollars and fifty cents (\$2.50) will be paid for each consecutive four (4) hours of work performed thereafter. The allowance will be paid by check. No time will be deducted for eating lunch during overtime work, it being understood that time consumed in eating will be made as short as possible and in no case will exceed twenty (20) minutes.

Section 6. Pay Day. Pay day shall be weekly and employees will be paid on Thursday following the end of the pay period provided the payroll checks are available. An employee not working may receive the employee's check at the Company Payroll Office, at any time during office hours, or the employee may designate a person to bring the employee's check to the employee by notifying the employee's supervisor. Any paycheck errors of less than \$40 will be corrected on the next regularly issued paycheck. Pay periods may be changed from weekly to biweekly in the future if implemented for the AEMTC bargaining unit. The change would be phased in over a five week period.

**ARTICLE IX
SAFETY**

Section 1. Protective Equipment. Where necessary for the safety and health of its workers, the Company shall provide protective clothing and safety equipment.

Section 2. Good Housekeeping. The Union recognizes the desirability of maintaining safe and clean working conditions at all times and agrees to cooperate with the Company in maintaining these conditions.

Section 3. Labor-Management Safety Committee. One (1) employee will be allowed time off without loss of pay to attend the regular monthly meeting of the Labor-Management Safety Committee.

Section 4. Safety Instructions. When Security Police Officers are assigned to a security post, safety instructions will be provided where appropriate.

**ARTICLE X
PHYSICAL EXAMINATIONS**

Section 1. Physical Examinations. An applicant for employment before being hired or recalled must meet certain minimum standards of health and physical fitness as determined by a physical examination. The physical examination will be given by a licensed physician employed or approved by the Company. Periodic physical examinations of employees will be carried on or may be required to aid employees in improving their own health and to enable the Company to guard the health of its employees.

An employee, upon request, shall have the opportunity of discussing the results of the employee's medical examination with a Company representative.

ARTICLE X

Employees physically handicapped and/or restricted as a result of occupational or nonoccupational illness shall be given due consideration for continued employment within their defined limitations. Employees unable to perform work in their regular classifications will be considered for work in the same or lower rated pay categories upon mutual agreement between the Company and the Union. Refusal of such assignments shall result in medical termination.

A permanent or temporary medical restriction assigned to a regular employee on or before 12 April 1989 will not be impacted by the preceeding paragraph.

Section 2. Ability to Work After Injury, Illness or Physical Impairment. In case an employee returns to work after being absent because of layoff or due to injury, illness or physical impairment, the Company may require the employee to furnish a certificate signed by the Company physician showing that the employee is physically fit to return to work. If the physician finds that the employee is not physically fit to return to work, the employee may obtain a physical examination by a second physician agreeable to the employee. If the findings of the second physician are that the employee is physically fit to return to work, then the employee may submit to an examination by a specialist agreeable to the employee and the Company, at the expense of the Company, and the opinion of the specialist shall be final.

An employee who becomes eligible for nonoccupational disability pay after receiving the employee's layoff notice because of a reduction in force but before the effective date of layoff may be required to submit to a physical examination by the Company physician any time that the employee is receiving such pay. If there is any disagreement in the findings between the Company physician and the

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employee's physician, then the employee must submit to an examination by a specialist agreeable to the Company and the employee, at the expense of the Company, and the opinion of the specialist shall be final.

Section 3. Extended Disability. Employees whose occupational or nonoccupational disabilities continue after all disability allowance and accrued vacation are used and are not given a medical termination, are placed in an extended disability Leave of Absence status, not to exceed thirty-six (36) consecutive months from the date the disability began. At the end of this time, the employee will be terminated.

Employees who are in extended disability status will continue to accrue seniority in accordance with Article IV, Section 7 of the Contract between the parties. During this period of extended disability status, employees shall not be entitled to any wages, paid absences, or benefits.

The Company will pay the negotiated percentage of the Company's portion of the group insurance premium for regular employees in an extended disability status beginning with the date said employee became disabled and remains disabled as determined by appropriate medical authorities as set forth in the contract but in no event longer than twenty-four (24) consecutive months from the day of disability or until the employee reaches age sixty-five (65) before the end of the said twenty-four (24) consecutive month period.

ARTICLE XI GENERAL

Section 1. Bulletin Boards. The Company shall provide the Union with suitable bulletin boards for the purpose of

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posting written Union business. Any other material must be approved by the Company prior to posting.

Section 2. Work Performed by Supervisors or Other Personnel. Supervisory or other personnel shall not regularly do the work of employees in the Bargaining Unit which will deprive such employees of jobs regularly performed by them. This does not prevent such supervisory personnel from performing necessary functions of instruction or assistance or from occasionally performing Security Police services. Trained Security Police augmentees may be utilized during periods of emergencies (e.g., increased base security during hostile threats, demonstrations, or strikes), provided the regular employees are offered the opportunity to work seven (7) days per week, twelve (12) hours per day during any period in which augmentees are being utilized.

Section 3. New or Revised Classifications. When it is necessary to establish a new job classification or revise an existing job classification, the Company and the Union will negotiate a job title and a wage rate for the new or revised classification.

Section 4. Job Posting and Filling of Vacancies. In the event of a new job, or a vacancy to be filled, the Company shall post on the bulleting boards a description of the job or vacancy, its location and rate of pay, and shall provide job bid forms for employees to write thereon their name and badge number for submittal to the Company. Consideration will be given any permanent employee who bids on the new job or vacancy within a period of five (5) working days from the date of the initial posting.

A new job is defined as an additional permanent position within the Bargaining Unit. A vacancy is defined as a vacated position.

ARTICLE XI

Requirements stated on the job posting will accurately reflect duties of the job to be filled and will be within the scope of the job classification description.

Employees temporarily absent or in layoff status may arrange with Business Agent or Job Steward to file a job bid form in their behalf.

Filling of vacancies caused by vacations, disabilities, and leaves of absence shall not be subject to the posting procedure.

Filling of vacancies and promotions within the Bargaining Unit shall be made on the basis of the qualifications to perform the work and seniority. If qualifications to perform the work of the job classification are considered equal, the senior employee shall be given preference. Should the Union disagree with the Company's selection of the employee under this section of the Contract to the extent the matter is processed to arbitration, the burden of proof will rest with the Company.

In case there is no one qualified for the vacancy, the Company may fill vacancies from outside the Bargaining Unit.

Section 5. Uniforms. The Company will furnish, replace, alter, repair, launder, and clean the regulation uniforms for the Security Police. Uniforms or equipment worn or used by Security Police who are on duty shall be prescribed by the Company and no deviations from Company requirements shall be practiced except with consent of the Company. Security Police Officers will wear and furnish their own black leather shoes and black socks.

The uniform may be worn to and from work only. It is understood that no Security Police Officer will wear his or

ARTICLE XI

her uniform in public except as authorized by the Company.

Section 6. Work Assignments. Work assignments in general will be taken from the present duty board. Work assignments may be traded with approval of the senior shift security force lead officer. Where holiday premium assignments are traded, the hours will be charged to the person to whom the work was initially assigned.

On the days that three lead persons are assigned to the same shift, the third lead may be used to perform the duties of the regular Security Police Officer Classification. In these instances, the assignment will be taken from the duty board.

Section 7. Inspection of Security Police Lockers. Except in cases of emergency or extended absence, the Company agrees to inspect a Security Police Officer's locker in the employee's presence, or in the presence of any shift steward.

Section 8. Work Performed on a Holiday. Work performed on holidays will be assigned to employees as equally as practical. The Security Police Chief will maintain in the office a holiday premium-pay chart which, upon request, may be observed by authorized Union representatives. A tentative work schedule for the Christmas holidays will be posted five (5) days prior to the start of the Christmas holidays.

Section 9. Disciplinary Action. In case of disciplinary action against an employee, notification of said action will be made available to the Business Agent for examination. Letter of caution will be removed from the personnel file after one (1) year if there have been no additional disciplinary actions. Final written warning will be removed from the

personnel file after two (2) years if there have been no additional disciplinary actions. Suspensions will be removed from the personnel file after three (3) years if there have been no additional disciplinary actions. Disciplinary actions resulting from a violation of the "no strike/no work stoppage" clause will not be removed.

Section 10. Military Service. Both parties will abide and comply with the "Military Selective Service Act of 1967" regarding the reemployment of employees who enter the Armed Forces of the United States.

Time spent in military service will be counted as time worked in computing severance allowance for reemployed veterans who are subsequently reduced in force or given a medical termination.

Section 11. Leaves of Absence. Upon approval by the Company, accredited union officers shall be granted a reasonable number of leaves of absence without pay, not exceeding fifteen (15) calendar days consecutively, to attend conventions or other operations and such approval shall not be unreasonably withheld. It is agreed that the Union will give the Company at least ten (10) days notice of request for such leaves of absence, except in emergencies which would make such amount of notice impossible, and that not more than two (2) employees shall be absent at any one time for such purpose. If the Union desires that more than two (2) employees be absent at one time for such purpose and makes such request of the Company, the Company may grant such request if in its opinion working conditions will not be unfavorably affected thereby. Such leaves of absence shall not affect the seniority of employees.

Any employee whose continued absence over a long period is necessary because of the employee's duties as an officer or representative of the Union will be given a leave of

ARTICLE XI

absence not to exceed one (1) year, without pay, for such purpose. Annual leaves of absence shall not be granted for consecutive years unless mutually agreeable to the Company and the Union. Upon the employee's retirement from such office, the employee reports for work within fifteen (15) days following the expiration of the employee's leave. An employee granted such extended leave of absence shall return all security identifications at the time the employee's leave of absence begins.

The Group Life Insurance of such employees shall be continued in force during such authorized leave of absence in case, and in such a manner, as the provisions of the Company Group Insurance contract permit, provided such employees pay the full cost of the Group Life Insurance premiums.

Section 12. Personal Grooming Standards. Security Police will maintain a professional police appearance and image in line with historical grooming standards. Uniforms will be clean and shoes shined.

Section 13. Physical Fitness and Weight Control. If promulgated by the United States Air Force, the Company and the Union agree to the establishment of physical fitness and weight control programs for employees covered by the Agreement. The Company further agrees not to implement such programs until the Company and the Union have negotiated to an impasse concerning their terms and conditions. Any and all disputes concerning the terms and conditions shall be referred through the grievance procedure set forth in the contract.

APPENDIX A UTILIZATION OF CASUAL SECURITY POLICE

The following is provided to clarify the Company's policy for utilization of casual Security Police.

1. Regular Security Police Officers are given the opportunity to indicate on the post assignment roster at the beginning of each shift, whether or not they are volunteers for overtime. When overtime requirements are greater than volunteers, casual Security Police may be called in prior to drafting non-volunteers. Employees will indicate their availability for overtime on a scheduled day off prior to leaving work on their last regular shift. If they indicate availability, they will be offered overtime available on their assigned shift prior to calling in an intermittent.
2. Casual employees may be called in only when the projected requirement is for four (4) or more hours work. Regular employees will be drafted, if required, for requirements expected to be less than four (4) hours.
3. When casual employee is called in, that employee will work eight (8) hours if the requirement exists. Regular employees will not be called in at mid-shift to replace casual employees who have worked only four (4) hours.
4. Should projected overtime requirements change after call-in of a casual employee (unscheduled post closing, etc.), that employee will work a minimum of four (4) hours and may be used to replace regular employees who are in an overtime status.
5. Regular Security Police Officers will be offered overtime prior to casual Security Police being allowed to work more than eight (8) hours in a work day, or more than forty (40) hours in a work week.

APPENDIX A

6. Nothing in these guidelines will prevent management from scheduling casuals or temporaries to fill in during the absences of regular employees provided the absence is more than one (1) work shift. Scheduling is accomplished at the point of contact and agreement by an intermittent employee to report to work. This provision does not apply to holidays.

APPENDIX B

ALCOHOL AND DRUG TESTING PROGRAM

The Company and the Union fully support and agree to comply with the Drug Free Workplace Act of 1988, and applicable Department of Defense and Department of Transportation regulations. It is also understood and agreed that the Union will be advised of any required changes to the alcohol and drug testing program. If the change is mandatory by duly promulgated regulations, it will be immediately implemented. If the Company is not required to immediately implement the change, the change will be negotiated with the Union at the end of the Contract term.

SECTION 1. DEFINITIONS. The following definitions shall be applicable to the alcohol and drug testing programs as applied to the bargaining unit.

- a. **DRUG TESTING** — Conducted by urinalysis, this test is performed in two stages. In the first stage, immuno-assay is used to screen urine specimens for various classes of drugs. Immuno-assay is an analytical technique that utilizes an antibody that is specific for a drug. Actual quantitation is based on the measurement of enzyme activity that is proportional to the amount of drug present. In the second stage, any positive results found in the first stage are confirmed

using the tandem technique of gas chromatography/mass spectrometry (GC-MS), which positively identifies and quantitates the presence of a specific drug. No test result will be reported by the independent laboratory as a positive drug test result unless both the initial test and the confirming test are positive.

- b. **ILLEGAL DRUGS** — Any substance, which under Section 202 of the Controlled Substances Act 21 U.S.C. Section 812, is unlawful to possess. Examples are marijuana, cocaine, heroin, quaaludes, hallucinogens, and other street drugs and controlled prescription drugs such as amphetamines and barbiturates that have not been lawfully prescribed for the individual using and possessing them.
- c. **SENSITIVE POSITIONS (AS NEGOTATED BY THE COMPANY AND UNION)** — An employee who has been granted a security clearance or an employee in another position that the Company and Union determine involves national security, health and/or safety, or other functions that require a high degree of trust and confidence.

Section 2. POLICY. Alcohol and drug testing programs may be required of the following:

- a. Employees who are or will be assigned to sensitive positions or those who occupy a position that requires a high degree of trust and confidence.
- b. When there is reasonable suspicion that an employee uses illegal drugs or is violating this program on alcohol and drug abuse.
- c. As a part of a follow-up to alcohol and drug counseling or rehabilitation.

APPENDIX B

- d. As part of the random employee drug testing program administered by Human Resources per this agreement/ program.
- e. Designated applicants and new hires for employment.
- f. As part of an annual or periodical physical examination (unless the employee has been tested and a negative result reported within the previous ninety (90) days).
- g. Recall from layoff (unless the employee has been tested and a negative result reported within the previous ninety (90) days).

An employee's refusal to consent to alcohol and/or drug testing under these circumstances will subject the employee to disciplinary action in accordance with the Company's disciplinary policy. Employees who test positive for illegal drugs or alcohol are also subject to disciplinary action in accordance with the Company's disciplinary policy.

If an employee who has a confirmed positive test is referred to an agreed-upon rehabilitation program and/or Employer Assistance Plan/Program, the employee must submit to subsequent urine, breath and/or blood specimen(s) as appropriate and have an acceptable result(s). Furthermore, such employee must participate in a monitored aftercare program including periodic unannounced drug or alcohol screens over the following twelve (12) months.

The testing laboratory must be certified by the National Institute on Drug Abuse (NIDA). If the Union and/or Company experience difficulty and/or problems with the testing laboratory, a new testing laboratory will be selected by the Company after consultation with the Union.

Section 3. ALCOHOL TESTING. Security will test the employee and/or ensure that the employee is tested for level of alcohol content through use of a breath analyzer or blood test. Security will ensure that a completed and signed Form GC-1552, Employee Alcohol/Drug Testing Consent Agreement and Information Data Sheet, is received from each individual before taking the breath or blood test.

Section 4. DRUG TESTING. Industrial Health will collect the urine sample(s) from the designated applicants or employees for the purpose of drug testing. If requested by the employee, a split sample will be utilized. One sample will be submitted to the independent testing laboratory and the other will be retained by Industrial Health until the results of tests performed on the first sample are received. If the test result is positive, upon request of the employee or the Union, the split sample will be submitted for retesting at the expense of the Company to another testing laboratory selected by the Union from a list provided by the company. Industrial Health will maintain and/or cause to be maintained a closely controlled and documented chain of custody on all samples. Industrial Health will ensure that a completed and signed Form GC-1552 is received from each individual before taking urine samples. Industrial Health will receive test results from the independent laboratory and report all positive test results to Human Resources. Human Resources and/or Security will interview the employee when the results of a drug test are positive or there is other cause to believe that the employee used or possessed illegal drugs. The Company will advise the employee of his right to have Union representation and if requested by the employee, the interview will not take place until an available Union representative is given an opportunity to be present. Human Resources and/or Secu-

APPENDIX B

urity will present any evidence and provide the opportunity for explanation of the findings.

Section 5. PROMOTIONS AND TRANSFERS. Human Resources will ensure that an employee passes a drug test before being offered a transfer or promotion to a sensitive position.

Section 6. SPECIAL MONITORING OF ALCOHOL/ DRUG CASES. Human Resources will schedule unannounced follow-up tests to be administered to the employee over the following twelve (12) months or for so long as test results are negative and send a copy of the schedule to Industrial Health. Industrial Health on the day the test has been scheduled, will notify the employee to report for testing. Industrial Health will advise the employee and Human Resources of the results of each follow-up alcohol and/or drug test. Upon request of the employee the appropriate Union representative will also be advised of the results. Human Resources will evaluate the employee following the twelve (12) month evaluation period and will properly close the case.

APPENDIX C LONG TERM DISABILITY PROGRAM

The following is provided to clarify the terms agreed to by the parties relative to the Long Term Disability Program.

1. Depending on the waiting period (30 or 180 days plan) selected by the employee, eligibility for benefits will begin on the 31st or 181st day the employee is absent from work because of an injury or illness.
2. The first 24 months the employee is eligible to draw benefits because he is unable to perform the duties of

his occupation. If it is medically determined after 24 months that the employee is able to engage in another substantially gainful occupation or could reasonably become qualified by reason of education, training or experience, the employee will be allowed to use accrued sick leave held in suspense while the employee received disability benefits.

3. Employee receiving disability benefits will continue to earn pension credits for three years from the date the disability began. This special provision will also be reflected in the Plan Document of the AEDC Contractors' Retirement Plan - ACS.
4. Substitution of the death and disability benefits in the pension plan with the Company provided Life Insurance/Accidental Death and Dismemberment at 2x annual salary and an employee paid long term disability program will not impact the participant's beneficiary retirement entitlements.
5. Disabled employees who are currently receiving or being processed for disability benefits will continue to be covered under the disability provisions of the AEDC Contractors' Retirement Plan - ACS.

APPENDIX D

WELLNESS AND PHYSICAL FITNESS PROGRAM

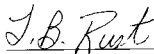
The Company and the union have agreed to a wellness and physical fitness program designed to meet the physical stresses encountered in emergency situations and increase the ability to perform physical activities while being free of health problems.

APPENDIX D

The program will consist of four major components. These components will include:

- A mandatory annual physical examination to determine general physical condition and ability to physically perform the functional requirements of the Security Police classification. Results of the examination and laboratory tests will be evaluated and recommendation made by the Company physician. Restrictions to safeguard the employee's health and safety as well as the health and safety of other personnel may be imposed.
- Mandatory confidential health screening assessment by the Company's Wellness Coordinator to include filling out Health History form and getting health related measurements, such as heart rate, blood pressure, body composition and blood screening. Specific portions of the health screening assessment will be waived based upon a documented medical restriction from your personal physician. Participation in the Wellness Program will be on a confidential basis.
- Lifestyle counseling covering, but not limited to, the areas of nutrition, weight and stress management, smoking cessation, substance abuse prevention, along with exercise during duty hours to produce maximum performance and health. Time allowed for voluntary exercising will be subject to operational requirements.
- Physical performance testing consisting of: cardiovascular endurance, anaerobic power, muscular strength, muscular endurance, and flexibility training.

INTERNATIONAL GUARDS UNION
OF AMERICA
LOCAL NO. 46



T. B. Rust
Business Agent



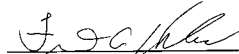
L. H. Parks
President



G. T. Winton
Committee Member

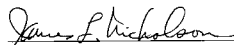


R. T. Garrett
Committee Member

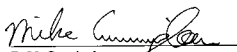


F. A. Huber
Committee Member

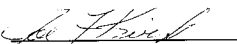
ACS
ARNOLD AIR FORCE BASE
TENNESSEE



J. L. Nicholson
General Manager



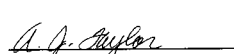
R. M. Cunningham
Manager, Base Services Operations



J. F. Kirk
Manager, Security



T. H. Pantall
Manager, Human Resources



A. J. Taylor
Human Resources Management Specialist

NOTES:

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1996

JANUARY							FEBRUARY						
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S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30			
30	31												
JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	31				
SEPTEMBER							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						
NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6			1	2	3	4	
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

2000

JANUARY							FEBRUARY							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1				1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	
23	24	25	26	27	28	29	27	28	29					
30	31													
MARCH							APRIL							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
			1	2	3	4							1	
5	6	7	8	9	10	11	2	3	4	5	6	7	8	
12	13	14	15	16	17	18	9	10	11	12	13	14	15	
19	20	21	22	23	24	25	16	17	18	19	20	21	22	
26	27	28	29	30	31		23	24	25	26	27	28	29	
							30							
MAY							JUNE							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
	1	2	3	4	5	6					1	2	3	
7	8	9	10	11	12	13	4	5	6	7	8	9	10	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	
21	22	23	24	25	26	27	18	19	20	21	22	23	24	
28	29	30	31				25	26	27	28	29	30		
JULY							AUGUST							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1				1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	
9	10	11	12	13	14	15	13	14	15	16	17	18	19	
16	17	18	19	20	21	22	20	21	22	23	24	25	26	
23	24	25	26	27	28	29	27	28	29	30	31			
30	31													
SEPTEMBER							OCTOBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
						1	1	2	3	4	5	6	7	
3	4	5	6	7	8	9	8	9	10	11	12	13	14	
10	11	12	13	14	15	16	15	16	17	18	19	20	21	
17	18	19	20	21	22	23	22	23	24	25	26	27	28	
24	25	26	27	28	29	30	29	30	31					
NOVEMBER							DECEMBER							
S	M	T	W	T	F	S	S	M	T	W	T	F	S	
				1	2	3						1	2	
5	6	7	8	9	10	11	3	4	5	6	7	8	9	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	
26	27	28	29	30			24	25	26	27	28	29	30	
							31							

2001

JANUARY							FEBRUARY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28			

MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					
31													

MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30	31	

SEPTEMBER							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

2002

JANUARY							FEBRUARY						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28		

MARCH							APRIL						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2			1	2	3	4	5
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30				
31													

MAY							JUNE						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

JULY							AUGUST						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

SEPTEMBER							OCTOBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7			1	2	3	4	5
8	9	10	11	12	13	14	6	7	8	9	10	11	12
15	16	17	18	19	20	21	13	14	15	16	17	18	19
22	23	24	25	26	27	28	20	21	22	23	24	25	26
29	30						27	28	29	30	31		

NOVEMBER							DECEMBER						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2			1	2	3	4	5
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				